

Idaho Real Estate Education Council
Regular Council Meeting
October 17, 2007
Minutes

Pursuant to notice given, a **Regular** meeting of the Idaho Real Estate Education Council (Council) was initiated at the Commission office, 633 North Fourth Street, Boise, Idaho.

Members Present:

Beckie Kukal, Chair, Jerome
Gail Heist, Vice Chair, Boise
Donna Capurso, Member, Bonners Ferry
Maris Cukurs, Member, Idaho Falls
Jeanne Jackson-Heim, Executive Director
Andy Enrico, Commission Representative, Boise

Members Absent:

Others Present:

Chuck Byers
Marc Lebowitz, Ada County Assoc. of REALTORS®
Jill Randall, Idaho Assoc. of REALTORS®

Staff Present:

Sue McClintock, Education Director
Tammy Anderson, Administrative Assistant
Saunya Prisock, Administrative Assistant

Call to Order: Chair Kukal called the October 17, 2007 meeting of the Idaho Real Estate Commission Education Council to order at 8:31 a.m.

Agenda: Ms. Kukal asked if there were any additions or changes to the Agenda. Ms. McClintock requested an addition of a number of items for discussion; however, all but two items would be discussed upon review of the revised Certification Policy.

A motion was made by Mr. Heist to approve the revised meeting agenda. Motion carried.

Minutes: A motion was made by Mr. Heist to approve the September 10, 2007 meeting minutes. Motion carried.

Council Matters: The Education Director asked the Council if the Meth Awareness course should remain available for credit. After a brief discussion, the Council decided that the course material would remain available on the website, but no CE credit would be offered to licensees.

The Education Council was asked if allowing guest speakers in commission-developed courses was permissible. The Council members agreed that guest speakers would be welcome in the classroom as long as the certified instructor was present during the guest

speakers' presentation.

Per Council's request, every effort will be made to avoid adding new matters which are not listed on the current meeting agenda.

Review Council Goals: The Brokerage Management course revision project will take place in the Spring 2008 with a deadline date of May 2008. The BCOO project completion date may need to be revised. Guidelines for the use of the CP fine money are currently being developed. For example, the proposed guidelines for the Education Fund Awards will be presented to the Education Council next month. Effective January 2008, Promissor will be known as Pearson Vue. At the end of the winter (January/February 2008) an RFP will be sent out for testing services.

A motion was made by Mr. Heist to approve council goals. Motion carried.

Project Participants for Fall 2007: An information sheet was provided in the Education Council packet for reference only.

Curriculum Realignment Workgroup Update: Currently, the Education Director is seeking feedback on Modules 1 and 2 from the Curriculum Realignment Workgroup participants. Participants were given homework assignments to review the eight interactive modules in-depth and to respond with ideas as to how these modules can be integrated in the sales prelicense curriculum. Some items will be removed, while others are added to keep Module 1 and 2 at 45 hours each. Adding and removing content is challenging in itself and proves to be a difficult task for instructors. A pilot program to test the newly-revised modules before it is released to certified instructors was considered. The possibility of offering the interactive modules as stand-alone courses was discussed. The courses will be presented to the Council for approval during the November meeting. Providing information to the instructors on how to teach these courses may be a topic for the IDW in May 2008.

BCOO Update: Work continues on the BCOO Course Revision Project. Ms. McClintock noted that progress on the project has been slow as most of the communication between the BSU representatives and the subject matter experts has taken place via e-mail. BSU assigned a project manager (professor) to oversee the project and one individual to work nine hours per week on the development of the curriculum. A teleconference is scheduled to take place within the next week. The project deadline is December 2007. Currently, the subject matter experts are working on the Risk Reduction and Agency segments of the project. An update will be provided at the Education Council meeting in November.

Promissor/Item Writing Workshop Update: The workshop participants reviewed both sales and broker test questions. Some questions were removed from the test bank as they were deemed too easy, or they were not performing well as pre-test items. The workshop attendees may be asked to participate in a virtual standard setting session to be scheduled in a few months.

PSI Job Analysis: IREC was invited to participate in PSI's job analysis process. Maris Cukurs was able to attend the first meeting on behalf of IREC to help develop the survey to be sent out.

Instructor's Request for CE Credit for Teaching Course form (Revised): The revised form now has an approval number and revision date.

A motion was made by Ms. Jackson-Heim to approve the form as submitted. Motion carried.

Proposed Changes to Certification Policy: Numerous revisions to the Certification policy were presented. Ms. Jackson-Heim will look into the CCIM courses to ensure they include an end of course exam to be eligible as broker prelicense electives.. The word "Idaho" was added before the acronym "GRI" as the GRI content varies from state to state. A revised section pertaining to prelicense requirements for attorneys applying for broker and salesperson licenses was presented.

Continuing Education Requirements: Those who take a second CORE course will receive CE elective credit for the course with the higher number of credits.

New forms including a *Fast Track Course Application* form and an *Individual Request for Continuing Education Credit* form will be presented to the Council next month.

IREC has developed a process for requesting providers to submit Instructor/Course Evaluation on a random or occasional basis.

Items requested on the Instructor application and Supplemental Instructor application forms were discussed including the issue regarding a minimum passing score on course tests.

A motion was made by Andy Enrico to change the exam score requirement for instructor teaching qualifications from a minimum of 80% to "passing". Motion carried.

Discussions regarding the student teaching period, exam proctors, certification of courses and course content took place.. The Certification Policy was revised to clarify who is eligible to proctor an exam.

Ms. Jackson-Heim will incorporate all of the changes discussed above and present a new draft of the Certification Policy for the Council's consideration at the November meeting.

New Information regarding the Agenda

The Council members requested that a one-page agenda be sent to them via e-mail no later than one week prior to each Council meeting. The online packets will be scanned so the pages are in a similar format, and future Council packets will remain available on the website to serve as points of reference.

Reports: The following reports were reviewed and placed on file in the Commission office.

- Analysis of the License Base
- License Exam Statistics Report
- Compiled Evaluations (A procedure for requesting course/instructor evaluation forms from providers is being developed by the Education Department.)
- Certification Index Reports (All expired courses will be removed from the report.)
- Budget Report

- Approved Certifications for Council Ratification

List of Approved Certifications for Council Ratification:

Executive Session: In accordance with section 67-2345 (1) (d), Idaho Code, a motion was made by Andy Enrico to adjourn to executive session to consider records that are exempt from disclosure as provided in Section 9-340C(9), Idaho Code, and which records relate to the following subjects: Education Special Considerations, Course Applications, an Instructor Special Consideration, and CORE 2007 Online. Motion carried.

Executive Session: In accordance with section 67-2345 (1) (d), Idaho Code, a motion was made by Andy Enrico to adjourn out of executive session, submitted pursuant to Section 9-340C (9), Idaho Code. Motion carried.

A motion was made by Donna Capurso to deny Special Consideration 08-013. Motion carried. No good cause shown not actively license

A motion was made by Andy Enrico to deny Special Consideration 08-014. Motion carried. Not good cause shown waive requirements

A motion was made by Jeanne Jackson-Heim to deny Special Consideration 08-015. Motion carried.

A motion was made by Jeanne Jackson-Heim to deny Instructor application 08-026. Motion carried.

A motion was made by Jeanne Jackson-Heim to approve teaching of Finance and Valuation & Analysis and deny teaching of sales prelicense Modules 1 and 2 on Instructor application 08-027. Motion carried.

A motion was made by Jeanne Jackson-Heim to approve Supplemental Instructor application 08-028. Motion carried.

A motion was made by Jeanne Jackson-Heim to deny Supplemental Instructor application 08-029. Motion carried.

A motion was made by Jeanne Jackson-Heim to approve request for Extension of Provisional status on Instructor application 08-030. Motion carried.

A motion was made by Gail Heist to approve the following course application with the provision that the course title be changed: The Good, the Bad and the Ugly (Title Insurance, Reg 56 and Foreclosures).

A motion was made by Donna Capurso to approve the following new course applications:

Mortgage Fraud and Predatory Lending: What Every Agent Should Know
Increasing Your Sales by Helping Others Own Real Estate Right
Alternative Septic Solutions

Motion carried.

A motion was made by Jeanne Jackson-Heim to approve the following course renewal applications:

Environmental Issues

Idaho Risk Reduction

Working with Foreclosure Property A Real Estate Agent's Guide

Teaming with Your Lender for Smooth Transactions

Rookie Realtor

Motion carried.

A motion was made by Jeanne Jackson-Heim to deny the following course renewal application submitted by Bob Bass titled In the Real Estate Sandbox – Get Along with Others! Motion carried.

A motion was made by Jeanne Jackson-Heim to adjourn the October 17, 2007 Council Meeting at 3:01pm. Motion carried.

Respectfully submitted,

Sue McClintock
Education Director
SMP

Minutes of the Idaho Real Estate Education Council meeting held in Boise, Idaho, on October 17, 2007 are hereby approved.

Beckie Kukal, Chair

Gail Heist, Vice Chair

Maris Cukurs, Member

Donna Capurso, Member

Andy Enrico,
Commission Representative

Jeanne Jackson-Heim,
Executive Director

The next regularly scheduled meeting is set for November 28, 2007.

Advise the Commission of any individuals with disabilities needing accommodation at least three business days prior to any meeting.